## **Services/Activities Inventory**

Department: Economic Development

List those services provided to the citizens by this department. Do not list routine tasks that support functions within the department; i.e., checking the mail.

- 1. Provide business retention and expansion assistance to Roanoke County companies who provide employment opportunities for citizens.
- 2. Assist businesses and real estate developers with County regulatory processes such as zoning, site plan reviews, special use permits, etc.
- 3. Promote and market the County as a business location, therefore providing new tax revenue and jobs for citizens.
- 4. Provide a single point of contact for businesses and citizens who need information on development issues, opportunities and processes.
- 5. Provide a real estate marketing forum via the internet for vacant industrial and commercial property including promotion on the County, regional and state economic development websites.
- 6. Represent Roanoke County citizens on regional economic development Boards and Commissions.